




Cloud Based Email and Collaboration (CBEC) Project Status Report through July 13, 2012

Project Manager:	Carol Gravatt
Project Directors: Project Sponsors:	Bob Micielli, DNR & Dave Kirk, OCIO Rob St. John, CTS & Christy Ridout, CTS
Project Description/Objectives:	The purpose of this project is to establish a business case for an enterprise cloud based solution for the state of Washington for desktop business applications that will maximize functionality, increase productivity, and provide greater value to our business organizations at a lower cost and with a high level of security and availability.
Project Schedule:	3/2/2012 – 12/31/2012 (Business Case Go / No Go Decision 8/15/2012)
Project Budget:	To be determined

Planned Cost	Actual Cost to Date	% of Budget Spent	% of Work Complete
TBD			

 Meeting or exceeding all due dates, no outstanding issues slowing progress.	 Meeting most due dates, some outstanding issues slowing progress.	 Meeting few due dates, outstanding issues stopping progress.
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Summary of Status: We are continuing to work on the remaining requirements gap analysis for the business case. The online archiving product team is working with Microsoft this week to explain business requirements and will provide a demo of the current process for archiving and public disclosure request searches. We are also working on remaining inputs to the financial analysis, including internet bandwidth and staffing assumptions and estimated costs. We are planning to have the business case drafted by 7/31 and ready for review by the steering committee prior to the 8/8 meeting.

Yes	No	Overall Status Indicators
X		Will the project be completed on time?
X		Will the project be completed within budget?
X		Are scope change requests being managed successfully?
X		Are project issues being addressed successfully?
X		Are project risks being successfully mitigated?

Explanation of items above checked No:

Accomplishments this period (through 7/13/2012):

- Completed documentation of requirements other than online archiving that couldn't be tested in evaluation lab
- Completed financial analysis feedback sessions as input to business case
- Completed symantec vault compatibility assessment
- Completed draft of overview sections of business case
- Completed communication of status to ETAG and requirements gap analysis team

Planned accomplishments next period (7/16/2012 – 7/20/2012):

- Complete online archiving demo of current business processes
- Review Microsoft SOW for possible pilot implementation
- Develop purpose, expected outcomes, and recommended duration for pilot
- Complete M-86 compatibility documentation
- Complete CTS initial security assessment
- Complete high level architecture drawing to include in business case

Issues/Decisions Needed/Action Items: